

Ulster County Economic Development Alliance
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REGULAR MEETING OF THE BOARD OF DIRECTORS
DECEMBER 12, 2023
MINUTES

Meeting of the Board of Directors

A regular meeting of the Board of Directors of the Ulster County Economic Development Alliance was held on Tuesday, December 12, 2023, Ulster County Executive Conference Room, 244 Fair Street, 6th floor, Kingston, NY 12401

Members of the public were also able to join from

920 Broadway, NY, NY 10010
44 Bingham Road, Marlboro, NY 12542

or via Zoom:

Join Zoom Meeting
<https://us02web.zoom.us/j/81889333665>

Meeting ID: 818 8933 3665

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The following Board Members were present in person:

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|--------------------------|---|
| Herb Litts | Deputy Chair, Ulster County Legislature Economic Development & Tourism Committees |
| Brian Cahill | Chair, Ulster County Legislature Economic Development & Tourism Committees |
| Ward Todd | President, Ulster County Regional Chamber of Commerce |
| Rev. Dr. Gregory Simpson | Board Member, UCEDA |

The following Board Members were present via Zoom:

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| Zac Kleinhandler | Vice President, KLM Equities |
| Christopher Cerone | Field Representative/LECET Representative, Laborers' Local 17 |

Also in attendance:

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| Amanda LaValle | President/CEO UCEDA, Deputy County Executive |
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Ulster County Office of Economic Development Staff:

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| Kevin Lynch | Director, Economic Development |
| Samantha Liotta | Business Services Administrator, Economic Development |
| Fran DePetrillo | Confidential Secretary, Economic Development |

Other Attendees:

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| Alicia DeMarco | Deputy Comptroller, Comptroller's Office |
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This institution is an equal opportunity provider, employer, and lender.

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| Chris Jaros | Deputy Commissioner, Finance |
| Lindsay Chen | Assistant County Attorney |
| Roseann Daw | Commissioner, Finance |
| Hillary Nichols | Executive Director, UCIDA |

The meeting was called to order at 4:02 p.m.

AGENDA

Motion: Rev. Dr. Gregory Simpson made a motion to adopt the agenda as presented, seconded by Brian Cahill.
Vote: Motion Passed

PUBLIC COMMENT ON AGENDA ITEMS

Discussion: No one asked for the privilege of the floor.

MINUTES

Motion: Brian Cahill made a motion to approve the minutes for the November 14, 2023 meeting as submitted, seconded by Rev. Dr. Gregory Simpson.
Vote: Motion Passed.

Officer Report **President & CEO Report**

Amanda LaValle presented updates on the following:

Workforce Innovation Center in regards to sublease and grant submission. Still in the process of negotiation with National Resources regarding work letter. Several County departments were working together to submit a grant that would benefit programming at the workforce innovation center. Legislator Herb Litts inquired about 600 Parcel. County Attorney Office has been in contact with the Attorneys for National Resources and are ready to move forward with the closing of Lot 600.

All parcels for iPark West and East will be transferred to National Resources at that time.

Motion: Brian Cahill made a motion to authorize Amanda LaValle, President/CEO to sign off on transfer documents pertaining to 600 Parcel, seconded by Ward Todd.
Vote: Motion Passed.

RFP for Accounting Services – there were zero responses to the last RFP for Accounting Services. Request was made to reissue the RFP Incorporating a deadline to submit questions.

Motion: Brian Cahill made a motion to reissue the RFP with alterations and amendments discussed in the meeting, seconded by Gregory Simpson.
Vote: Motion Passed.

CFO Report

Christopher Jaros reported that the January through June 2023 financials for UCEDA are complete. Goal is to present July through December 2023 at the next meeting. Christopher reminded the Board that the 2023 audit process will commence in the coming months.

Motion: Brian Cahill made a motion a motion to accept the financials for January 2023 to June 2023, seconded by Gregory Simpson.
Vote: Motion Passed.

New Business

Samantha Liotta reported on Cares 2 and Cares 2.1 businesses requesting grant agreement extensions. The end dates for both programs will be the same, May 31, 2024. Christopher Cerone voiced that he has no objections but would abstain from the motion and voting due to a relationship with one of the businesses, Libolt & Sons.

Motion: Brian Cahill made a motion to block the Cares 2 grant agreement extensions, seconded by Gregory Simpson.
Vote: Motion Passed.
Abstained: Christopher Cerone.

Motion: Brian Cahill made a motion to approve the block of Cares 2 grant agreement extensions, seconded by Ward Todd.
Vote: Motion Passed.
Abstained: Christopher Cerone.

Motion: Ward Todd made a motion to block the Cares 2.1 grant agreement extensions, seconded by Brian Cahill.
Vote: Motion Passed.
Abstained: Christopher Cerone.

Motion: Ward Todd made a motion to approve the block of Cares 2.1 grant agreement extensions, seconded by Gregory Simpson.
Vote: Motion Passed.
Abstained: Christopher Cerone.

UGREEN Event – Stone Dock Golf Course Invoice

Discussion was held regarding an outstanding invoice owed to Stone Dock Golf Course for a UGREEN Award Ceremony event that was held at the golf course in June 2023. Discussion was held to hold off until next meeting. Amanda requested that this past due invoice be paid while the authorization and financial records are located to present to the Board at the next meeting since it is approximately six months past due.

Motion: Brian Cahill made a motion to pay Stone Dock Golf Course \$6,150, seconded by Ward Todd.
Vote: Christopher Cerone voted no. Motion Passed.

Previous authorization and accounting will be provided to Board members.

Commented [SL1]: Send an email to Amanda and Chris to remind them of this for the February meeting and please add it to the agenda.

UHY Invoice

Discussion was held regarding the two separate UHY Invoices for Audit. One invoice is for tax preparation in the amount of \$4,700, and one for the audit in the amount of \$10,539.98.

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Motion: Christopher Cerone made a motion to pay the final invoice in the amount of \$4,700 for the preparation of the Form 990, 990T and CT-13 for the year ended December 31, 2022, seconded by Gregory Simpson.

Vote: Motion Passed.

It was noted that an RFP will need to go out soon for auditing services for UCEDA for 2023.

EZ Fast Printing

Lindsay Chen informed the Board of two options to obtain the monies owed by EZ Fast Printing. If UCEDA hires an Attorney and pays retainer, they can go after the full amount owed of \$15,000. If UCEDA hires a Collection Attorney, they go after the full amount and keep a contingency amount and UCEDA gets a percentage, UCEDA will not get the full amount back. A certified letter was sent to EZ Fast Printing to recoup the \$15,000. The certified letter was returned to sender.

Motion: Ward Todd made a motion to hire a Collection Attorney, seconded by Brian Cahill.
Vote: Motion Passed.

Commented [SL2]: Did Lindsay ever get back to you on this? This should also be sent as a reminder to Amanda.

Upcoming Meeting Schedule

Discussion was held regarding the 2024 UCEDA meeting schedule being on hold until the new Legislative Calendar is created. Herb Litts will remain on the UCEDA Board. Brian Cahill's position on the UCEDA Board will remain vacant until another Ulster County Legislator is appointed.

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Old Businesses

No old businesses.

No public comment.

Motion: Ward Todd made a motion to adjourn the meeting, seconded by Brian Cahill.
Vote: Motion Passed. Meeting adjourned at 5:00 pm.